



## NC E-Procurement Upgrade Go-Live Postcard #10

### Community College Edition

**The Upgrade is Underway!** The **upgrade of NC E-Procurement is underway**, and the new system will go live on Tuesday, July 3<sup>rd</sup>. Please note that the **old system was taken offline** on Thursday, June 28<sup>th</sup>, at 5pm, to perform the upgrade. As a result, the Buyer Help Desk is closed for calls until Tuesday, July 3<sup>rd</sup>, at 7:30 am, as the team prepares for the go-live date. The NC E-Procurement Help Desk is open for vendor or billing-related questions during this timeframe. The new NC E-Procurement system will have the same web site address as the current system: <https://buyer.ncgov.com/Buyer/Main>. Your bookmarks and links to the NC E-Procurement website will now take you to the new login page.

**Training Options** There are several kinds of training available for your use as the first week of using the upgraded NC E-Procurement system approaches. Take advantage of a variety of training types offered, and try it out for yourself in the training environment:

- ["What's New" Training Recorded Webinar](#)
- [Job Aids](#)
- [Web-Based Training Courses](#)
- [Go-Live Postcards and presentations](#)
- [Training Environment](#)

Note: A user name and password is required to access some of these documents. Please contact the NC E-Procurement Help Desk at [ephelpdesk@its.nc.gov](mailto:ephelpdesk@its.nc.gov) to obtain this information.

**Feature Focus: History Tab** The History Tab provides a summary of the actions that have taken place on an approvable item, such as a requisition, receipt, or eForm. It now includes the history of edited and deleted comments for audit purposes. To access this information, click the 'History' tab on a requisition and click 'Comments' to view the deleted comment. For more information about the History tab, please view the ["What's New" Training Recorded Webinar](#).

Back Edit Approve Deny Print

Summary Approval Flow Orders Receipts **History**

Title:

Date	User	Real User	Action	Summary
Today, 1:17 PM	Aniba System	Aniba System	Deleted	Aniba System deleted a comment. <a href="#">Comments</a>
Today, 1:15 PM	NCAS Requestor	NCAS Requestor	Submitted	BQ20000825 submitted for approval. <a href="#">Comments</a>

Deleted comments appear in the 'History' Tab for audit purposes.

Show Details

Item	Qty	Unit	Tax	Price	Amount
1	each		\$0.00000	\$3.00 USD	\$3.00000 USD

Total Cost: \$3.00000 USD

### **Follow-Up**

We sent this postcard to NC E-Procurement community college users, purchasing directors, and finance officers.

*Questions about information covered in this Postcard?* Send an e-mail to: [ephelpdesk@its.nc.gov](mailto:ephelpdesk@its.nc.gov)